

*Per - Policy*  
*15*

Chief, Personnel Branch, A&M

27 February 1948

Executive for Administration and Mgt.

Testing Policy

1. Returned herewith is your proposed draft of an administrative instruction on the general subject of testing prospective and current employees of CIA.

2. Before going further with this matter it should be completely coordinated with all Assistant Directors, and their written opinions or concurrences obtained for the program.

3. Testing which you are now able to provide for the lower grade clerical-administrative type positions, mechanical skills, and for linguistic knowledge may be continued pending full coordination in connection with the overall objective of this program. Consideration, of course, should be given to Civil Service status already attained by individual applicants or current employees, and assurance given that we will not override Civil Service Commission certifications in this respect.

4. The problem of testing senior professional and administrative employees may be the subject of considerable controversy, and such testing programs will not be established pending definite determination of their actual and/or potential value to our needs.

STATINTL



Encl.

Draft of Adm Instruction

subj: Testing Policy, Functions and Program

*0943*

Document No.	<i>0943</i>
No Change in Class.	<input checked="" type="checkbox"/>
Declassified	<input type="checkbox"/>
Class. Changed To:	<i>TS S C</i>
Auth:	HR 78-2
Date:	<i>17 NOV 1979</i>
By:	<i>015</i>

*78-4718*

*Box 21*

*701*

*231 0951*